

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: SOCIAL SERVICES

DATE: SEPTEMBER 24, 2010

COMMITTEE MEMBERS PRESENT:

SUPERVISORS THOMAS
 KENNY
 STRAINER
 LOEB
 MCDEVITT

COMMITTEE MEMBERS ABSENT:

SUPERVISORS BENTLEY
 MERLINO

OTHERS PRESENT:

SHEILA WEAVER, COMMISSIONER OF THE DEPARTMENT OF
 SOCIAL SERVICES
DEANNA PARK, DIRECTOR OF COUNTRYSIDE ADULT HOME
MARGARET SMITH, DIRECTOR, YOUTH BUREAU
FREDERICK MONROE, CHAIRMAN
PAUL DUSEK, COUNTY ADMINISTRATOR
KEVIN GERAGHTY, BUDGET OFFICER
SUPERVISOR TAYLOR
JOAN SADY, CLERK OF THE BOARD
DON LEHMAN, *THE POST STAR*
JOANNE COLLINS, LEGISLATIVE OFFICE SPECIALIST

Mr. Thomas called the meeting of the Social Services Committee to order at 11:15 a.m.

Motion was made by Mr. Strainer, seconded by Mr. McDevitt and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Sheila Weaver, Commissioner of the Department of Social Services (DSS), who distributed copies of her agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Ms. Weaver proceeded with eight Personnel requests all of which were mandated and reimbursed between 75% to 100% by State and/or Federal funds. Ms. Weaver presented a request to fill the vacant position of Case Supervisor B#3 in the Foster Care unit, base salary of \$38,598, Employee No. 9641, due to a lateral transfer.

Motion was made by Mr. Kenny, seconded by Mr. Loeb and carried unanimously to approve the request to fill the position of Case Supervisor B#3 as outlined above and to refer same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position is on file with the minutes.*

Ms. Weaver presented a request to abolish the position of CASA (Community Alternative System Agency) Coordinator, base salary of \$35,784, due to retirement, and to create the position of Sr. Caseworker #5 at the same salary, thereby initiating uniform titles within the four service units.

Motion was made by Mr. Kenny, seconded by Mr. Strainer and carried unanimously to approve the request to abolish the position of CASA Coordinator and to create the

position of Sr. Caseworker #5 as outlined above; thereby amending the Department's Table of Organization, and to refer same to the Personnel Committee. *A copy of the request to Create New Position is on file with the minutes.*

Ms. Weaver requested to fill the vacant position of Senior Caseworker #5, base salary of \$35,784, Employee No. 6710, due to creation, as a result of a retirement.

Motion was made by Mr. McDevitt, seconded by Mr. Strainer and carried unanimously to approve the request to fill the vacant position of Sr. Caseworker #5 as outlined above and to refer same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position is on file with the minutes.*

Next, Ms. Weaver requested to fill the vacant position of Caseworker #30, base salary of \$34,776, due to promotion.

Motion was made by Mr. Loeb, seconded by Mr. McDevitt and carried unanimously to approve the request to fill vacant the position of Caseworker #30 as outlined above and to refer same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position is on file with the minutes.*

Ms. Weaver presented a request to fill the vacant position of Account Clerk #2, base salary of \$24,908, Employee No. 11751, due to termination.

Motion was made by Mr. Strainer, seconded by Mr. Loeb and carried unanimously to approve the request to fill the vacant position of Account Clerk #2 as outlined above and to refer same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position is on file with the minutes.*

Next, Ms. Weaver presented a request to abolish the position of Community Services Assistant #1 and create the position of Social Welfare Examiner #41, base salary of \$29,710. She said there would be no change in the position grade or salary and the reclassification would make the Department more uniform and streamlined relative to job duties.

Motion was made by Mr. Loeb, seconded by Mr. Strainer and carried unanimously to approve the request to abolish the position of Community Services Assistant #1 and create the position of Social Welfare Examiner #41 as outlined above; thereby amending the Department's Table of Organization, and to refer same to the Personnel Committee. *A copy of the request to Create New Position is on file with the minutes.*

Ms. Weaver presented a request to fill the vacant position of Social Welfare Examiner #41, base salary of \$29,710, due to the above reorganization.

Motion was made by Mr. Kenny, seconded by Mr. Strainer and carried unanimously to approve the request to fill the vacant position of Social Welfare Examiner #41 as

outlined above and to refer same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position is on file with the minutes.*

Ms. Weaver presented the final Personnel request to fill the vacant position of Caseworker #24, base salary of \$34,776, Employee No. 10985, due to resignation. The employee's family, she noted, was relocating to another State.

Motion was made by Mr. Strainer, seconded by Mr. Loeb and carried unanimously to approve the request to fill the vacant position of Caseworker #24 as outline above and to refer same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position is on file with the minutes.*

Ms. Weaver presented a request to amend the 2010 County Budget to increase and decrease estimated revenues and appropriations in the amount of \$140,000 for Automotive Equipment and Services for Recipients. She apprised that \$40,000 was for the purchase of three Ford Focus vehicles for the Department. She added that staff would drive the vehicles from the purchase point in New Jersey which would save approximately \$2,250. The amount of \$100,000, she stated, was necessary to cover costs for recipient services.

Motion was made by Mr. Strainer and seconded by Mr. Kenny to amend the 2010 County Budget as outlined above.

Mr. Geraghty requested that Ms. Weaver include the title of the accounts from which money was being moved in the agenda and Ms. Weaver concurred.

Pertaining to the budget amendment, Ms. Weaver informed of a lengthy list of incidents for which a County vehicle was needed and not available. Paul Dusek, County Attorney/Administrator, stated that analysis of the County's fleet vehicles was underway. He explained that it was wise to allow for the purchase of the necessary vehicles for the DSS for which partial Federal and State reimbursement was received, versus the addition of cars to the general fleet for use by the DSS.

Mr. Thomas called the question and the motion was carried unanimously to approve the request to amend the 2010 County Budget in the amount of \$140,000 as outlined above and to refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Weaver presented four in-State travel requests as follows:

- Institute for Temporary Assistance, Albany, NY, October 25 to 29, 2010 and November 15 to 19, 2010, at a room rate of \$39.50 per night.
Employee to attend: Genevieve O'Brian
- Meeting the Challenges of Addiction in Treatment Courts, in Glenville, NY, on

October 5, 2010.

Employees to attend: Tammy Breen and John Lord

- New York State Program for Child Physical Abuse and Neglect Seminar in Albany, NY, from November 16 - 19, 2010, at a meal cost of \$19.72 per day.
Employee to attend: Katherine Lambert
- Welfare to Work Core Training in Albany, NY, from November 16 - 18, 2010 and December 7 - 9, 2010, at a room rate of \$39.50 per night.
Employee to attend: Diane Perry

Motion was made by Mr. Kenny, seconded by Mr. Loeb and carried unanimously to approve all four requests for training as outlined above. *Copies of the Authorization to Attend Meeting or Convention forms are on file with the minutes.*

Ms. Weaver requested permission for a Caseworker, to travel to Baltimore, Maryland from October 5-8, 2010, to transport a foster child and foster parents for Court ordered medical testing at Johns Hopkins University Hospital, at a room rate of \$79 per night and a meal cost of \$66 per day. Ms. Weaver noted that the employee's meal costs would be fully reimbursed through Medicaid.

Motion was made by Mr. Loeb, seconded by Mr. Strainer and carried unanimously to approve the request for out-of-State travel as outlined above and the necessary resolution was authorized for the October 15, 2010 Board meeting. *A copy of the resolution request form is on file with the minutes.*

Continuing with the agenda review, Ms. Weaver requested permission to submit an grant application to the New York State Office of Temporary Disability Assistance (OTDA), to obtain grant funding for the housing for sex offenders, which was due on October 14, 2010. She stated it was a one-time grant commencing on December 1, 2010, for a total amount not to exceed \$800,000.

Motion was made by Mr. Loeb and seconded by Mr. McDevitt to approve the request to submit the NYS OTDA Grant application.

Pertaining to the issue of homeless housing for sex offenders, Mr. Dusek stated that several meetings had been held and rigorous analysis concluded that Warren Street in Glens Falls was the optimum location for a soup kitchen; however, he stated, due to strong opposition from Glens Falls neighborhood residents, the option was dropped. Subsequently, Mr. Dusek expounded, the County had completed an extensive study surrounding the issue which included options for homeless sex offender housing, for which manufactured-type housing or container-type homes were studied as a viable option which would require an amenable location. He advised that a potential parcel was identified at the Warren County Airport due to its location away from populated areas, yet still on the bus line. Identification of other possible parcels, he stated, would

continue. Some caveats, he said, were the Town laws and NYS Preservation bylaws, which were under examination. He recounted that the former jail had been explored for the same purpose and numerous mitigating factors had ruled out consideration of that option. Mr. Dusek further stated that Warren County could seek grant funding for County-owned property used as temporary housing and he added that a sub-Committee had been formed to explore the issue.

Mr. Strainer asked if any tax delinquent parcels currently for sale in Warren County were under consideration and Mr. Dusek stated that presently there were no viable County parcels for this purpose and he would speak with Mike Swan, Director of Real Property Tax Services, for a final determination of same. Mr. Loeb recounted the issue of utilizing the former jail or another nearby space for temporary housing. Mr. Kenny and Mr. Strainer concurred that such housing located near residential areas and directly on a high traffic tourism corridor was not advisable and could have a negative effect on the perception of local retail and the overall community. Mr. Dusek apprised that property on or near the Municipal Campus had been considered and was still under examination. He expressed appreciation to the Supervisors for their recommendations and analysis relative to temporary housing issues which included community response, bus line accessibility, and public safety issues.

Mr. Thomas called the question and the motion was carried unanimously to approve the request to submit the NYS OTDA Grant application as outlined above and the necessary resolution was authorized for the October 15, 2010 Board meeting. *A copy of the resolution request form is on file with the minutes.*

Ms. Weaver presented the Overtime report which reflected a 21% reduction in spending compared to last year. She informed that \$24,000 in State funding was awarded for overtime expenditures in the Child Protective Services Unit.

Ms. Weaver summarized the Budget Performance and Budget Analysis Reports as of September 22, 2010 which were included in the agenda and reported revenue and expenditures at 38% and 60%, respectively.

Addressing additional revenue, Ms. Weaver announced she had received notification from the State of unanticipated Federal funds for the Food Stamp Program in the amount of \$64,255. The program costs, she said, were currently funded with a 50% split between Federal and Local shares for salary expenditures. She noted an unprecedented caseload increase for food stamp benefits.

Mr. Strainer asked if mandated course work through Cornell Cooperative Extension's (CCE) Eat Smart New York Program, which included food preparation and money management education, could be instituted for optimum long term recipient outcomes. Ms. Weaver stated that the County could not set mandates for Federally funded programs. At the very least, Mr. Loeb asserted, Warren County could facilitate the link for recipients to County services already in place at CCE. Ms. Weaver informed that

recommendations were made on a regular basis by her Office and the CCE often worked with the DSS for purposes of promoting their educational programs.

It was the consensus of the Committee to refer the issue of supporting mandated educational programming for food stamp recipients to the Legislative Committee.

Mr. McDevitt noted that many capable and informed recipients were in need of temporary assistance due to unanticipated financial hardships. Mr. Thomas stated that he felt that all recipients could benefit from the Eat Smart NY Program information.

Concluding her agenda review, Ms. Weaver referred to a request from Community Maternity Services to contract for case management services. Currently, she noted, the department did not have the necessary caseload to justify the contract and services could be provided in house.

Privilege of the floor was extended to Deanna Park, Director of Countryside Adult Home who presented a request to transfer funds in the amount of \$30,000 to purchase a used van. She noted that the funds would be transferred from the salaries budget. Ms. Weaver apprised that the van which was borrowed from Westmount Health Facility had not passed inspection and the tour van did not contain seats. Some uses for the van, she said, included trips for medical services, local events and activities, such as festivals, picnics, and bi-monthly trips to Walmart.

Motion was made by Mr. Strainer, seconded by Mr. Kenny and carried unanimously to approve the request for a transfer of funds as outlined above and to refer same to the Finance Committee. *A copy of the Request for Transfer of Funds is on file with the minutes.*

Following a short discussion, it was the consensus of the Committee to authorize the Purchasing Agent to prepare a Request for Proposal (RFP) for the purchase of a van for the Countryside Adult Home.

Ms. Park reviewed the current census, referrals, admissions, discharges and Veteran's Aid applications for the month, for which figures were included in the agenda.

Privilege of the floor was extended to Margaret Sing-Smith, Director of the Youth Bureau, who presented a request to amend the 2010 County budget to increase estimated revenues and appropriations in the amount of \$1,500 to reflect money received from the Alive at 25 Young Driver Safety Course to date. The Alive at 25 Program, she said, was sponsored by the National Safety Council, whereby a \$20 portion of each \$50 course fee was appropriated for the instructor.

Motion was made by Mr. Strainer, seconded by Mr. Loeb and carried unanimously to approve the request to amend the 2010 County budget in the amount of \$1,500 as outlined above and to refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Pertaining to the Warren County Youth Court Program, Ms. Smith informed that the next session would be held on Thursday, September 30th at 6:00 p.m. in the Board Room and all Supervisors were invited to attend the sessions which, she noted, were not public sessions.

Having attended a Youth Court session, Mr. Loeb praised the program which evidenced the purposeful, responsible deliberation and decision making activities carried out by the youth. He further commended the participating youth and Ms. Smith for the programs regard for due process relative to sentencing. Overall, he said, the program offered an excellent learning and leadership opportunity for youth. Ms. Smith explained that it was a sentencing court and the offenders had accepted responsibility for the violation prior to the court proceedings. She thanked Mr. Loeb for his interest in the program and asked Supervisors who wished to attend to please notify her in advance.

As there was no further business to come before the Social Services Committee, on motion made by Mr. Loeb and seconded by Mr. Strainer, Mr. Thomas adjourned the meeting at 12:21 p.m.

Respectfully Submitted,
Joanne Collins, Legislative Office Specialist